



An opportunity currently exists for

Warehouse Team Leader

REPORTS TO: DC MANAGER
LOCATION: RAUNDS
HOURS: 36.25 PER WEEK
SHIFT PATTERN: Weekly rotating 6am-2pm / 2pm-10pm Friday
6am-11am / 11am-4pm

We are looking for an enthusiastic Team Leader to be the front line driver of our day to day warehouse activities in a busy, vibrant Distribution Centre.

Duties / Responsibilities:

- Follow and encourage safe working practices at all times and maintaining high standards of housekeeping
- Ensure all daily operational targets are met in line with company and customer expectations
- Management of Team Members, including appraisals and development plans
- The management of all outbound and inbound freight
- Carrying out and documenting team briefings
- Covering absence and any additional planned operational requirements when needed
- Control of warehouse inventory, ensuring stock accuracy
- Liaising with Customer Service Teams and departmental Managers to ensure a smooth running of daily operations

To complete this role effectively, there is an expectation that the person will spend the majority of their time actively working with the team members within the DC and will need to adopt a hands-on approach.

Person Specification:

- Proven skills within a modern Distribution centre environment is preferable as candidates will need to demonstrate an understanding of complex logistics requirements
- Ability to coordinate activities. The successful candidate will be leading a team on a daily basis and be results orientated to achieve targets
- A proactive style of thinking and problem solving and an ability to work under their own initiative
- Good team working skills – must enjoy working in a team environment, with the ability to liaise with other members of the team on site and across functional and geographic boundaries
- Strong PC skills – The successful candidate will be expected to gain in depth knowledge of our in house warehouse management systems and must have a solid knowledge of MS Office, especially Excel

If you are interested in applying for this role, and your skills and experience match the requirements listed above, please complete an internal application form and hand it to your line manager.

Issue date: 17.06.2021
Close date: 27.07.2021 (May close earlier subject to interest)
Distribution: Raunds Noticeboards